

# **SAN PEDRO PROPERTY OWNERS ALLIANCE BOARD OF DIRECTORS MEETING**

## **DRAFT AGENDA**

**September 24, 2008**

**Meeting Location: Crowne Plaza Hotel  
601 S. Palos Verdes Street  
San Pedro, CA 90731**

1. CALL TO ORDER – Eric Eisenberg, President 9:00 AM
2. INTERIM BOARD -  
Eric Eisenberg, President  
Jayme Wilson, Vice President / Secretary  
Alan Johnson, Treasurer  
Camilla Townsend, Chamber of Commerce, Board Member  
Ralph Hicks, Port of Los Angeles, Board Member  
Lauren Cohen, Galaxy Commercial Holding, Board Member  
Anthony Bilas, Board Member
3. PUBLIC COMMENTS  
This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on un-agendized subjects.
4. APPROVAL OF MINUTES  
- None – *Question: s/ we distribute copies of previous Bd Mtng Minutes?*
5. OLD BUSINESS  
- None
6. NEW BUSINESS
  - A. Overview Discussion of Future PBID Approval Milestones
    - i. BID Ordinance #180015 Effective Date is 8/16/08; BID Administration Contract Effective Date is 9/1/08
    - ii. Contract With City & SPPOA for PBID Administration  
--status: has been submitted to City Clerk's Office for execution
    - iii. Insurance Coverage  
--status: documents have been executed & 25% premium submitted to bind coverage
    - iv. SPPOA Bylaws Adoption  
--status: adopted by Interim Board 8/12/08
    - v. Budget / Assessment Advance of 2008 Assessments = \$81,250  
--advance has been requested

- vi. Letters to MBID participants & All PBID Stakeholders  
--have been mailed

B. Review, Discussion, & Possible Ratification of the following documents / actions:

- i. SPPOA Bylaws and Authorization for Vice President / Secretary to Execute
- ii. Ratification of Interim Board Members
- iii. Proposed Standard Form Agreement With City of Los Angeles for BID Administration and Authorization for President, Vice President / Secretary, and Interim Executive Director to Execute
- iv. Approval of SPPOA Insurance Quote From Insurance West and Authorization for President and Interim Executive Director to Execute Documents Needed for Implementation
- v. Approval for Start-Up Loan NTE \$5,000 for Binding of Insurance to be Repaid Upon Receipt of City Assessment Funds Advance and Authorization for President and Interim Executive Director to Execute Documents Needed for Implementation
- vi. Request / Invoice of Assessment Advance From Office of City Clerk
- vii. Agreement for Office Space & Services with Chamber of Commerce and Authorization for Interim Executive Director to Execute Documents Needed for Implementation
- viii. Agreement for Professional BID Implementation Services with Duckworth Consulting and Authorization for President Execute Letter Agreement

C. Discussion of Draft Security Services RFP

D. Discussion of Location for Future SPPOA Board Meetings

7. EXECUTIVE DIRECTOR'S REPORT

A. Distribution of Current Database Revision

8. ITEMS FROM BOARD MEMBERS

9. NEXT MEETING – November 5, 2008

10. ADJOURNMENT

12:00 Noon